

Assisted Living Advisory Workgroup Meeting
Monday, June 24, 2003
Office of Health Care Quality
Bland Bryant Building
Administration Conference Room
55 Wade Avenue
Catonsville, Maryland

Meeting Agenda

TENTATIVE MEETING AGENDA

- I. Call to Order and Introductions
- II. Review of Agenda
- III. Review of Meeting Notes from Monday, June 9, 2003, Meeting
- IV. Discussion: Iceberg (Small and Large Providers)
- V. Next Steps

Adjourn

Meeting Notes

In Attendance

- Carol Benner, Chair
- Lissa Abrams
- Dorinda Adams
- Valerie Colmore
- Laura Howell
- Ron Jeanneault
- Karin Lakin
- Sharon Olhaver
- Jeff Pepper
- Susan Quast
- Illene Rosenthal
- Jim Rowe
- Jill Spector
- JoAnn Stough

Advisory Workgroup Members Absent

- Bonnie Gatton
- Marie Ikrath

Interested Parties

- Paula Carder, University of Maryland Baltimore County
- Carol Carnett, Legal Aid
- Donna DeLeno, AARP
- Beverly Dolby, Upper Shore Aging
- Paula Dixon, Upper Shore Aging
- Izzy Firth, Mid-Atlantic Life Span
- Bonnie Hampton, Charles County
- Mayer Handelman, ASCP and Ocean Pines
- Stavanne Lusk, Anne Arundel County
- Sheila Mackertich, Health Facilities Association of Maryland
- Tom Maxwell, Anne Arundel County
- Barbara Newman, Maryland Board of Nursing
- Mona Pollack, Montgomery County
- Catherine Putz, Maryland Board of Pharmacy
- Kendra Queen, Montgomery County
- Kathy Sarnecki, Department of Human Resources
- Ann Schultz, Charles County
- Adam Kane, Mid-Atlantic Life Span

- Laurie Thomas, Maryland Board of Social Work Examiners

Staff Present

- Mary Crouse, Health Facility Nurse Surveyor, Assisted Living Program
- Yvette Dixon, Special Assistant
- William Dorrill, Deputy Director for State Programs
- Kimberly Mayer, Policy Analyst
- Valerie Richardson, Assisted Living Program Licensing Unit Supervisor

I. Call to Order and Introductions

Ms. Benner, Director of the Office of Health Care Quality, called the meeting of the Assisted Living Advisory Workgroup to order at approximately 9:15 AM. Ms. Benner thanked the attendees for their interest in Maryland's assisted living program and asked that all attendees introduce themselves and note what organization they represent.

At the conclusion of the introductions, Ms. Benner noted that the Office of Health Care Quality has received many inquiries from individuals interested in the activities of the Advisory Workgroup. She explained that the Advisory Workgroup is not a formal or legislatively mandated workgroup.

The Department is keenly aware of the need to balance the regulatory structure for both small and large providers with the need to strengthen standards to ensure quality of care. Therefore, Department has implemented an inclusive assisted living review process and invited representatives from the industry, state and local regulatory entities and consumers to assist it with this endeavor.

The purpose of the Advisory Workgroup is to provide advice to the Department on assisted living issues regarding the definition of assisted living; standards, including special needs, and accountability. This process is not intended to reinvent the assisted living program, but is intended to re-engineer those elements that are not meeting the needs of the program stakeholders and the citizens of Maryland.

There will be many opportunities for interested parties to participate in Advisory Workgroup and Sub-Workgroup discussions. In an effort to foster communication of the activities of the Advisory Workgroup, a website for the Advisory Workgroup is in process of being developed. The website will be a repository for all of the meeting notes, materials, disseminated documents and will provide links to various recently released assisted living reports.

II. Review of Agenda

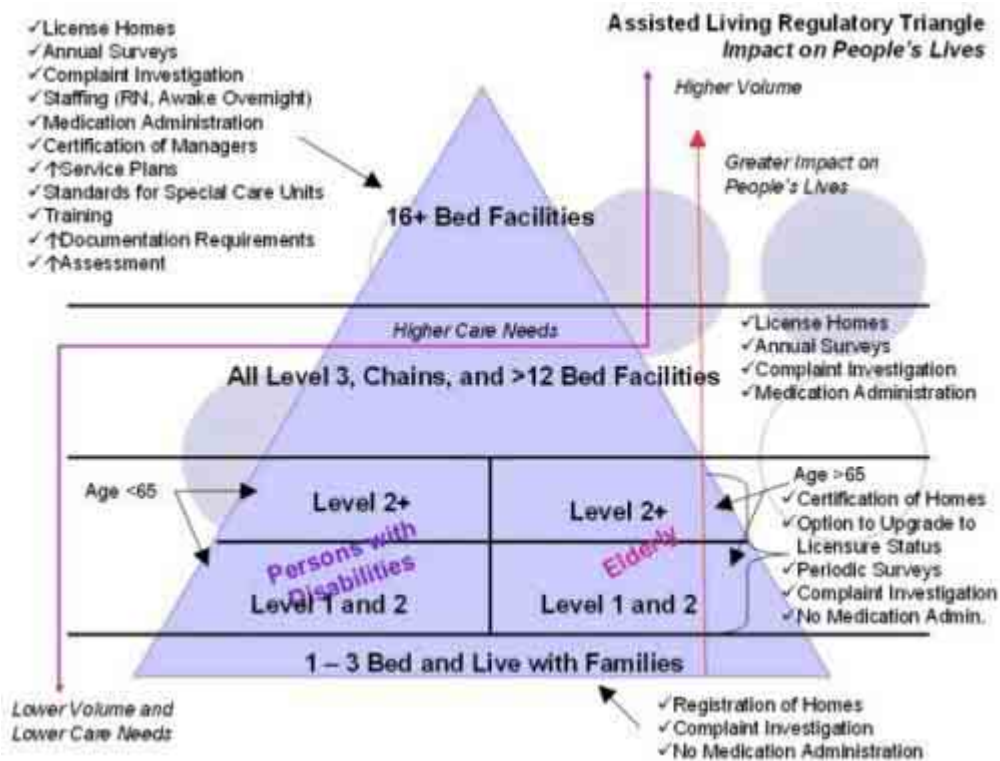
The Advisory Workgroup reviewed the meeting agenda.

III. Discussion: Iceberg (Small and Large Providers)

An Assisted Living Regulatory Triangle (Iceberg) was developed by staff for the Advisory Workgroup for discussion purposes. The iceberg and its elements were discussed. The following are areas of consensus that were reached during the meeting:

Maryland needs to increase oversight of and accountability through strengthening the regulatory structure for “large” providers.

A sub-workgroup has been appointed to review this consensus area and develop recommendations for the Advisory Workgroup to consider. Those who volunteered to serve on the sub-workgroup were Jeff Pepper, Ron Jeanneault, Adam Kane, Sheila Macertich, Barbara Newman, Jill Spector, Laura Howell, Donna DeLeno, Illene Rosethal, and Beverly Dolby. Two additional representatives, one each from the Health Facilities Association of Maryland and Mid-Atlantic Life Span will also serve on the sub-workgroup.



The sub-workgroup will need to develop recommendations for how to define of a “large” provider. Is it a facility with 15, 16, or 17 plus beds and does it include a chain of two or more homes with eight or more beds? The sub-workgroup will need to look at the requirements that may include: staffing ratios (number of nurses or licensed staff); awake overnight staff; medication administration; certification or licensure of program managers (minimum age and education requirements, criminal background check, required training, experience, continuing education, internship, and who should administer the certification program); increased service plans; standards for special care

units; increased training; increased documentation requirements; and, increased assessment.

The sub-workgroup will meet on Wednesday, July 9, 2003, at 9:00 AM in the Key Café (Employee's Cafeteria) located on the campus of Spring Grove Hospital Center.

Maryland needs to provide flexibility for those individuals who provide quality care to one to three individuals in a family living environment.

It has been noted that many of the smaller homes provide quality care, but cannot, and will never, be able to meet the regulatory standards. These are homes that are the caregiver's primary residence and that do not employ caregivers. A different type of model needs to be developed to address the needs of these providers.

A sub-workgroup has been appointed to review this consensus area and to develop recommendations for the definition of "family" for the Advisory Workgroup to consider. Those who volunteered to serve on the sub-workgroup were Dorinda Adams, Valerie Colmore, Karin Lakin, JoAnne Stough, Adam Kane, Laura Howell, and Jill Spector.

The sub-workgroup will meet on Wednesday, July 9, 2003, at 11:00 AM in the Key Café (Employee's Cafeteria) located on the campus of the Spring Grove Hospital Center.

Maryland needs to evaluate the Assessment Tool.

Several attendees expressed that the Assessment Tool needs to be reviewed because it appears that there may be more levels of care that need to be defined. Currently, there are three levels of care; however, some providers have noted that there has emerged a 2+ category. Ms. Lakin related that in her program she uses the score of 40 to 45 as a trigger to move residents into this category of care.

There was a discussion on what a 2+ resident's is and some suggestions that were brought forward were that the resident's health is stable and he/she is able to participate in ADL care, but that he/she requires more supervision and more assistance.

A sub-workgroup was appointed to review this consensus area and to bring recommendations back to the Advisory Workgroup concerning the tool. Those who volunteered to serve on the sub-workgroup were Jeff Pepper, Karin Lakin, Denise Adams, Jim Rowe, Adam Kane, and Barbara Newman.

Maryland needs to increase oversight of and accountability for any provider caring for Level of Care 3 residents regardless of the size of the facility.

Level of Care 3 residents are nursing home eligible and require skilled care. The providers need to have some level of sophistication to be able to manage the medical needs of these residents. There was a discussion on what standards Level of Care 3 providers should be required to meet, and those suggestions brought forward were

nursing oversight; staffing ratios; and, certification or licensure of the program manager. A sub-workgroup will need to be appointed to review this consensus area and to develop recommendations for the Advisory Workgroup.

V. Next Steps

The next steps identified by the Advisory Workgroup were as follows:

- A presentation by the Maryland Board of Nursing on the Delegating Nurse Study that the University of Maryland has recently completed is scheduled for the July 22, 2003, meeting;
- A website for the Advisory Workgroup will be implemented before the next meeting; and,
- A presentation by the Assisted Living Federation of America on the certification of program managers.

VI. Materials Distributed

The following materials were distributed at the meeting:

- Meeting Notes from the Advisory Workgroup's June 9, 2003, meeting;
- Handouts from the June 9, 2003, presentation by Quincy Miles Samus, Research Program Coordinator, Division of Geriatric and Neuropsychiatry at Johns Hopkins University;
- Assisted Living Regulatory Triangle; and,
- Care Providers: Linking Hearts and Home (as provided by the Department of Human Resources' Project Home Program)

VII. Adjourn

There being no further business before the Assisted Living Advisory Workgroup, the meeting was adjourned at 11:00 AM.

Meeting Notes Prepared by: Kimberly Mayer